

# TEAM SHEPPARD

## CAREER ASSISTANCE ADVISOR

### GOALS

Focal point for commanders, active duty personnel and their families to obtain accurate, updated information on matters affecting:

- Air Force career decisions
- Benefits provided to AF members
- Legislative issues affecting the AF
- Retention data and programs
- Retraining and education opportunities

### STRATEGY

Continuously improve communication flow by efficient and effective use of available media resources, personal one-on-one counseling, and career-level-specific briefings. Research all topics related to recruiting and retention and relay this information to all levels of active duty personnel and their families. Coordinate with unit Commanders, First Sergeants, and Noncommissioned Officers to provide educational tools and training to accomplish unit-specific retention programs.



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**CAREER ASSISTANCE ADVISOR**

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### SERVICES

- Advise airmen on enlisted retention activities and programs
- Conduct interviews to determine individual career intent and provide information to positively influence retention
- Provide information and guidance on career decisions through one-on-one counseling, group presentations, and various media sources
- Help commanders develop career information and motivation programs
- Counsel enlisted personnel on reenlistment opportunities and benefits
- Advise separating airmen on Air Reserve Component benefits and opportunities

## AIR FORCE-NO ONE COMES CLOSE